

DR 0172 (06/03/22)

COLORADO DEPARTMENT OF REVENUE

Denver CO 80261 - 0009

(303) 238-SERV (7378)

Special Notice

Purpose of this application

The exemption certificate for which you are applying must be used only for the purpose of purchasing construction and building materials for the exempt project described below. This exemption does not include or apply to the purchase or rental of equipment, supplies, and materials which are purchased, rented, or consumed by the contractor and which do not become a part of the structure, highway, road, street, or other public works owned and used by the exempt organization.

Any unauthorized use of the exemption certificate will result in revocation of your exemption certificate and other penalties provided by law.

A separate certificate is required for each project.

Subcontractors:

Subcontractors will not be issued Certificates of Exemption by the Department of Revenue. Upon receipt of the Certificate, the prime contractor should make a copy for each subcontractor involved in the project and complete it by filling in the subcontractor's name and address and signing it. The original Certificate should always be retained by the prime contractor. Copies of all Certificates that the prime contractor issued to subcontractors should be kept at the prime contractor's place of business for a minimum of three years and be available for inspection in the event of an audit.

Application Requirements (Checklist)

Pr	eve	nt your application from being returned.
		Read the Special Notice
		Complete an application for each project.
		Accurately complete all applicable fields. (Read Instructions)
		Attach a copy of the contract or agreement page, identifying the contracting parties, bid amount, type of work performed. This must include the signature of the Exempt Organization.
		Bid amount on Contract or Agreement page matches the amount listed on the application (to the penny)
		The exempt organization's 98 number was provided and is correct.
		Ensure the completion dates listed on the application can be validated by your contract, award letter, agreement or purchase order.
		Sign the DR 0172 (Contractor Application for Exemption Certificate).
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See FYI Sales 95 for information about qualifying affordable housing projects.

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Form Instructions

Accurately complete all applicable fields. Additional information for specific fields is available below.

Contractor Information:

Colorado Withholding Account Number

A Colorado Account Number (CAN) should be provided in this field. If your company does have a (CAN) review the options listed below. Applications that are left blank or list N/A will not be processed.

Subsidiary:

This box is marked when a subsidiary is using the parent's withholding account number (only when it does not have its own.) Provide the parents CAN.

Subcontractor:

This box is marked when a contractor does not have employees of their own and outsources their employees through a subcontractor. List the subcontractor or subcontractors name and CAN(s).

Staffing Agency:

This box is marked when a contractor does not have employees of their own and outsources their employees through a staffing agency. Provide the Staffing Agency's name and CAN.

No employees/no subcontractors

For contractors with no employees, no subcontractors/ staffing agencies:

Write no employees in the (CAN) box and provide an explanation. For example, I have no employees or subcontractors and perform all of the work myself.

Attachment Required

Contract (agreement, purchase order, award letter)

Each application must include a copy of the contract or agreement to include the following information:

- The type and scope of work
- Bid amount (the same amount to the penny should be listed on your application)
- Project start and estimated completion dates.
- Is signed by contracting parties involved in the project including the exempt organization.

Exemption Information:

Exempt Organization's Number

An exempt organization's Colorado exemption account number will begin with a "98".

Contact the exempt organization to obtain or verify this information prior to submitting your application.

Failure to provide this number will cause your application to be rejected.

Scheduled Construction Start and Estimated Completion Dates

Enter the start and completion dates in these fields. Ensure the completion dates listed on the application can be validated by your contract, award letter, agreement or purchase order.



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Tax. Colorado.gov
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Contractor Application for Exemption Certificate

This exemption does not include or apply to the purchase or rental of equipment, supplies, and materials which are purchased, rented, or consumed by the contractor and which do not become a part of the structure, highway, road, street, or other public works **owned** and **used** by the exempt organization.

Any unauthorized use of the exemption certificate will result in revocation of your exemption certificate and other penalties provided by law.

A separate certificate is required for each project.

Fax completed forms and contracts to 303-205-2376 or mail to: Colorado Department of Revenue, Denver, CO 80261-0009 Failure to accurately complete all boxes of the form or provide all supporting documentation will cause the application to be denied.

application to be den									
		ust be	complet	ted	by applic	ant			
Contractor Inform	nation								
Trade name/DBA									
Owner, partner or corporate		First Nan	ne	e				Middle Initial	
Mailing Address		City						State 2	 ZIP
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L-Mail Address			I LIN			\$	ioi your conti	aci (iviusi	materi to the penny)
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Fax number		Business Phone number							
Colorado withholding tax ac	count number								
If your company does not ha	ave a Colorado withholding ta	ax accoun	t number o	checl	k the option I	pelow that appl	lies (See instr	uctions)	
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Exemption Inform	nation								
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**Attachment Requi	of work, and sig							u, D	ia amount, typo
Name of exempt organization (as show on contract)					Exempt organization's number (See instructions)				
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						90			T
Address of exempt organiza	ıtion	City						State	ZIP
Principal contact at exempt	organization-Last Name		First Nan	ne					Middle Initial
Housing Authority (if applied	abla)			Name of Project (if applicable)					
Housing Authority (if applica		Name of Project (ii applicable)							
Owner of the Project (if app	licable)								
Physical location of project	site (give actual address whe	n annlical	hle and Cit	lies s	and/or Count	v(ies) where nr	niect is locate	2d)	
Thysical location of project	site (give actual address write	парріісаі	DIC and On	1103 6	ina/or Count	y(ica) wricic pi	oject is locate	<i>,</i> u)	
City					State	ZIP	Principal co	ontact's tel	ephone number
Scheduled construction star	t date (MM/DD/YY)			Fst	imated comr	letion date (MM	//DD/YY) (See in	structions)	
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of my knowledge.	-								
	wner, partner or corporate off	icer		Title	e of corporat	e officer		Da	ite (MM/DD/YY)
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